



United States Department of the Interior

BUREAU OF LAND MANAGEMENT

California State Office
2800 Cottage Way, Suite W1834
Sacramento, California 95825

www.ca.blm.gov



July 21, 2000

In Reply Refer to:
1400-412 (P)
CA-945

EMS TRANSMISSION: 07/21/00
Instruction Memorandum No. CA-2000-076
Expires: September 30, 2001

To: DSD's, Managers and Supervisors

From: State Director

Subject: Leadership Effectiveness Inventory (LEI) Changes **DD: 7/31/00 & 8/4/00**

Based on discussions at the recent State Management Team Meeting, an agreement was reached to change the dates of the LEI Interpretation sessions and open the survey database longer. These changes will allow participants and raters ample opportunity to complete the survey and allow USDA to prepare the reports.

The Interpretation sessions scheduled for August have been canceled. You will need to register based on the new dates. The new dates and locations are as follows:

Session I-1:	Ukiah	September 13, 2000	8:00 -12:00*
Session I-2	Redding	September 14, 2000	8:00 - 12:00
Session I-3	Sacramento	September 15, 2000	8:00 - 12:00
Session I-4	Riverside	September 18, 2000	8:00 - 12:00
Session I-5	Palm Springs	September 19, 2000	8:00 - 12:00

*The USDA consultant will be available after each session for individual counseling sessions.

In addition to the interpretation date changes, there are other changes that have been made to ensure the process runs smoothly. These changes are important for you as the participant and for your raters.

LEI Raters Form	Due August 4, 2000 (see email dated July 20, 2000)
Survey Database	Open August 14 - 31, 2000

Please submit your registration via e-mail to Beverly Ledbetter, Staff Assistant in Human Resources, no later than Monday, July 31, 2000.

The ELT has endorsed this initiative as a critical component of the Leadership Excellence Program (see Leadership Excellence www.ntc.blm.gov/leadership) created by the National Training Center (NTC). I am committed to ensuring full participation from all managers and supervisors as we endeavor to strengthen the leadership cadre in California. We have time frames that require your earnest cooperation. Please adhere to the time frames set forth in this memorandum. If you have any questions, regarding the changes or the initiative, please do not hesitate to contact Deena Wilson, State LEI Coordinator at (916) 978-4476.

Signed
Roger O. Bruckner
Acting State Director

Authenticated
Liza Raymundo
Records Management